

Action Plan in response to the QAA Higher Education Review of LBIC – January 2019

LBIC 2018/19: Action plan response to the QAA Higher Education Review						
HER Report – point identified	Action	Target Date	Lead Responsibility	Success indicator/evaluation	Oversight and Governance	Status January 2018
The joint College and University Annual Teaching Forum, which promotes common understanding of the objectives and operations of LBIC and the exchange of good practice (Expectation B3)	A.1 Ensure the sharing of innovations and developments arising from the Forum to inform teaching practice and wider Navitas network.	January 2017	CDP DASS	S.1 Exchange and dissemination of effective practice is strongly in evidence through cross College/University/Navitas boards and committees	AAC - Regular reports to Academic Advisory Committee and through the Navitas Quality and Standards Office	Completed This annual event is now embedded in the academic year calendar. The next joint forum is confirmed for 27 th February 2019
The role of the Programme Element Leaders (PEL) in enhancing local ownership of curriculum quality (Expectation B3)	A.2 Develop a mentoring scheme with PEL to support engagement opportunities for academic teaching staff A.3 Exchange and disseminate initiatives to the wider Navitas network	April 2017	DASS	S.2 Schedule of embedding teacher engagement opportunities indicates progress to target S.3 Exchange and dissemination of these initiatives is conducted through the Navitas Learning and teaching Forum	CET - The College Enhancement Team will evaluate these activities. AMR - The Annual Monitoring Review Process will be informed of these activities. NVT LTF - The Navitas Learning and Teaching Forum will allow dissemination of good practice.	A.2 and A.3 Completed. A review has taken place and objectives agreed for the current academic year.
The Special Recognition Awards for students, which recognise and promote core LBIC values including positive student	A.4 Continue to promote a culture, whereby students are recognised for their participation with learning.	Ongoing	DASS	S.4 Improved student satisfaction metrics	CET - The College Enhancement Team will evaluate these activities.	Ongoing The Special Recognition Awards has been further

attitudes to study and contributions to the learning environment (Expectation B4)	A.5 Support Academic Staff to further develop a proactive approach to developing their practice in order to further support student achievement.			S.5 Student Services monitor student feedback and support engagement activities	AMR - The Annual Monitoring Review Process will be informed of these activities.	enhanced and now includes more categories.
The effective processes for student engagement at all levels, which ensure that the student voice is heard and responded to (Expectation B5)	<p>A.6 Continue to promote a culture, whereby students are supported with both their learning (dependent and independent learning) and engagement with the quality agenda.</p> <p>A.7 Support Staff have clearly defined plan in their approach to further supporting student the student voice</p> <p>A.8 Student training is available for participation in committee/ forum activities</p>	April 2017	DASS MSS	<p>S.6 Improved student satisfaction</p> <p>S.7 Feedback from student training programmes</p>	<p>Student Forum – The student voice will evaluate the effectiveness of LBIC to support these activities.</p> <p>CET - The College Enhancement Team will evaluate these activities.</p> <p>AMR - The Annual Monitoring Review Process will be informed of these activities.</p> <p>AAC - Regular reports to Academic Advisory Committee and through the Navitas Quality and Standards Office</p>	Ongoing action to continually improve learner engagement, participation and representation
The clear and thorough approach to annual monitoring that involves a range of stakeholders at module, programme and College levels in enhancing the student	A.9 Review the Annual Monitoring Review Process (AMR) using a consultative approach with key stakeholders	July 2017	DASS MAS MSS	<p>S.8 Completed AMR action plan arising out of A.8</p> <p>S.9 Improved student metrics</p>	<p>CET - The College Enhancement Team will evaluate these activities.</p> <p>AMR - The Annual Monitoring Review Process will be informed of these activities.</p>	<p>Completed</p> <p>The AMR process continues to involve a wide stakeholder contribution.</p>

learning experience (Expectations B8, B5).	A.10 Monitor student performance metrics				AAC - Regular reports to Academic Advisory Committee and through the Navitas Quality and Standards Office NVT LTF - The Navitas Learning and Teaching Forum will allow dissemination of good practice.	
The effective use of tracer data in reviewing existing curricula, which enhances student learning opportunities. (para 2.67) (B8)	A.11 Annual Monitoring of Programme and associated reports demonstrate thorough consideration of module and programme performance with clear actions, targets and goals identified	Annually	CDP DASS DMA	S.10 Tracer data will track students' performance as they progress through the University and compare LBIC students with those directly recruited to the University	AMR - The Annual Monitoring Review Process will be informed of these activities. AAC -Regular reports to Academic Advisory Committee and through the Navitas Quality and Standards Office	Completed. Analysis of the tracer studies is now an embedded part of the AMR process.